

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice TB-992

For: Burley Tobacco State and County Offices and KCAO

2001 Burley Tobacco Quotas and Referendum

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A

Background

The Secretary has proclaimed:

- national marketing quotas for the 2001 through 2003 crops of burley tobacco (type 31) and called for a referendum by mail ballot during the period February 12 through February 16, 2001, to determine whether marketing quotas will be in effect for this kind of tobacco
- the 2001 national marketing quota for burley tobacco (type 31) is 332 million pounds
- reserve for:
 - new farms is 100,000 pounds
 - correcting and adjusting inequities is 239,000 pounds.

B

Purpose

This notice provides:

- 2001 national factors and reserve quota for burley tobacco
- instructions for completing annual calculations and conducting a referendum.

Disposal Date

July 1, 2001

Distribution

Burley Tobacco State Offices; State Offices relay to applicable County Offices

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2 Reserve Quota and National Factors

A

Quota Prorated to States

Reserve quota for adjusting inequities in old farms is prorated to States in pounds as follows.

State	Pounds
Georgia	24
Indiana	6,381
Kansas	24
Kentucky	164,073
Missouri	2,342
North Carolina	7,074
Ohio	7,481
Tennessee	41,180
Virginia	8,915
West Virginia	1,506

3 National Factors

A

2001 National Factors

The 2001 national factors are as follows:

- quota is 1.344
- current year equivalent is 1.344.

B

KCAO Action

KCAO shall transmit the 2001 national factors to burley tobacco County Offices by **February 1, 2001.**

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4 County Office Action

A Conducting Referendum

To conduct the referendum, County Offices shall take the following action.

Step	Action
1	Inventory referendum supplies. Ensure that supplies are adequate.
2	Follow 10-TB SCOAP, Part 13 to build the eligibility file and generate MQ-4. Note: This must be done after the FSA-578 summarization and before annual calculations.
3	Mail ballots by February 9, 2001.
4	Conduct referendum according to 1-PA.
5	Call referendum results into the State Office after completing tabulation on February 21, 2001.
6	Submit MQ-7 to the State Office by February 23, 2001.

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4 County Office Action (Continued)

B

Action Before Establishing 2001 Quotas

Before establishing 2001 quotas, County Offices shall take the following action.

Step	Action
1	Complete reconciliation of producer marketings according to 10-TB SCOAP, Parts 9 and 23. Producer marketings will be downloaded, electronically, the week of January 29, 2001.
2	Complete the 2000 crop year FSA-578 summarization for burley tobacco.
3	Review farms with Conservation Reserve Program (CRP) reductions for burley tobacco. See 10-TB SCOAP, Part 11, Section 5 for instructions on CRP reductions..
4	Generate, according to 10-TB SCOAP, subparagraph 284 C, and transmit the Size Groups of Tobacco Farms Report (PSL-23R) by February 9, 2001.
5	Generate, according to 10-TB SCOAP, subparagraph 284 D, and transmit the Lease and Transfer of Quotas Report (PSL-31R) by February 9, 2001.
6	Run farm and tract crop file verification from the Maintenance of Quotas Menu, according to 10-TB SCOAP, paragraph 356.

C

File Backup

Immediately before establishing 2001 quotas, County Offices shall back up all files with normal weekly backup procedure before performing annual calculations. Retain backup for 30 calendar days.

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4 County Office Action (Continued)

D Performing Annual Calculations

County Offices shall take the following action.

Step	Action
1	Establish 2001 crop year burley tobacco quotas according to 10-TB SCOAP, Part 5. Note: Accessing a farm through option 11, "PFC/Compliance", while establishing new crop year quotas, will interrupt the annual calculations process. Farms may be accessed after option 1 of the Annual Quota Calculations Menu has been completed.
2	After completing the annual calculations process: <ul style="list-style-type: none">• release the system for normal processing• update multiple-year leases and transfers according to 10-TB SCOAP, paragraph 611.
3	Reinstate quota for CRP-1's that expired or were terminated in 2000.

E Generating and Mailing MQ-24's

County Offices shall take the following action to generate and mail MQ-24's.

Step	Action
1	Generate MQ-24's as follows: <ul style="list-style-type: none">• indicate that 2001 is a referendum year when generating MQ-24's• date MQ-24's (FSA-708's) February 9, 2001.
2	Mail MQ-24's by February 9, 2001.

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5 State Office Action

A Allocating Reserves

State Offices shall take the following action.

Step	Action
1	Allocate all reserve pounds to County Offices by February 28, 2001.
2	Prorate the reserve quota based on basic quota established for each individual county. Note: No reserve pounds shall be maintained in the State Office.
3	Instruct County Offices to enter reserve pounds in the 2001 burley crop table record.
4	Require County Offices to adjust inequities within 30 calendar days after reserve pounds are allocated.

B Transmitting Files

State Offices shall transmit reports received from County Offices to KCAO by **February 26, 2001.**

C Referendum Results

State Offices shall:

- on February 21, 2001, telephone the preliminary referendum results to TPD, on 202-720-2715 by 4 p.m.
 - by March 2, 2001, submit final referendum results on MQ-8.
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